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MANUAL FOR SIGNING OF CAMPGROUNDS

AND RECREATIONAL AREAS

The proper directional signing of all acceptable Campgrounds, Recreational Areas and Historical Sites is the responsibility of the Highway Department, Fish and Game Department, National Forest Service, Bureau of Land Management, Private Owners and/or all others involved in providing camping or recreational facilities in Montana.

This manual sets forth the policy and procedures to be used in providing this signing and the routing of applications therefore.



INSTRUCTIONS FOR SECURING A CAMPING OR

RECREATION SIGNING APPLICATION

1. A request for an application to have directional signing for a campground or recreation area will be made to the District Engineer or Division Maintenance Supervisor.
2. An applicant is any owner (individual, group or corporation) operating a camping or recreational facility licensed by the State Board of Health.
3. Upon receipt of a request for a signing application the District Engineer or Division Maintenance Supervisor will mail an application form to the applicant. The applicant will complete the application to include a sketch showing the mileage from an interchange or intersection to the facility.
4. Three (3) copies of the completed application will be forwarded to the District Engineer or Division Maintenance Supervisor for review and approval.
5. The District Engineer or Division Maintenance Supervisor will submit the application to the Maintenance Division in Helena for review and approval.
6. The Maintenance Engineer in co-operation with the State Board of Health will insure that the facility meet the requirements set forth in this manual.
7. The Maintenance Engineer will submit the application to the Traffic Engineer for review of the signing requirements for the installation.
8. Following approval of the application one (1) copy will be forwarded to the District Engineer which will constitute his authority to requisition and erect the proper signing in accordance with this manual. One (1) copy will be returned to the applicant and one (1) copy will be retained by the Maintenance Engineer.



POLICIES AND PROCEDURES FOR HIGHWAY SIGNING
TO BE PROVIDED FOR CAMPGROUNDS,
RECREATIONAL AREAS AND HISTORICAL SITES

- I. CAMPING SIGNS FOR PUBLIC CAMPGROUNDS ON INTERSTATE, PRIMARY AND STATE MAINTAINED SECONDARY ROADS.
 1. Campgrounds must be located at a distance not to exceed 10 miles (except under special consideration 15 miles) from an interchange or intersection, via an all-weather road.
 2. Campgrounds shall have a minimum of five spaces available for camping and parking.
 3. Campgrounds must have sanitary facilities -- either flush, chemical or tank type toilets. Adequate garbage and trash storage receptacles must be provided and an adequate collection and disposal program maintained. Also the campground shall have drinking water, preferably under pressure. All of the above items must be approved by the local sanitarian and/or the State Department of Health.
 4. It is expected that public agencies such as the State Fish and Game Commission, Forest Service and Bureau of Land Management will provide signing for campgrounds erected by those agencies.
 5. During off periods (winter or other periods) when the campgrounds are not maintained the appropriate agency should arrange to have the "Camping Signs" removed or covered.
 6. When camping signs are erected on Montana Highway Department Signs the agency owning the campground shall arrange with the local Highway division office for removal of these signs during



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periods of closure Camping signs on primary and state maintained secondary roads can be placed on existing recreation signs by Fish and Game Department, Forest Service, Bureau of Land Management or other public agencies where appropriate.

7. On interstate interchanges the Highway Department will provide signing at ramp terminals to indicate the direction and distance to the campground. Where there are several campgrounds located in the vicinity of the interchange, the distance may be eliminated from the sign to prevent confusion.

8. Camping signs off the interstate highways shall have reflectorized white letters and border on a brown background.

II. CAMPING SIGNS PROVIDED BY THE MONTANA HIGHWAY COMMISSION FOR PRIVATE CAMPGROUNDS ON INTERSTATE, PRIMARY AND SECONDARY MAINTAINED ROADS.

1. The campgrounds shall be located at a distance not to exceed 10 miles from the interchange or intersection, via an all-weather road.

2. Campgrounds shall have a minimum of 20 spaces available for camping and parking.

3. Campgrounds must be licensed for private operation and be approved by the local sanitarian and/or State Department of Health. The State Department of Health shall notify the Montana Highway Department if a campground fails to be maintained in an approved manner.

4. Campgrounds will have an adequate supply of drinking water,



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preferably under pressure, and have modern sanitary facilities -- either flush, chemical or tank type toilets. Both must be approved by the local sanitarian and/or State Department of Health.

5. The campground owner shall have the responsibility for erecting the necessary trail blazer signs from the interchange or intersection where the highway department has provided directional signing. These trail blazer signs must be located off of the highway right-of-way.

6. The campground owner shall make application at the local division office for camping signs to be installed at the public highway interchange or intersection. The owner shall provide with the application the current State Department of Health license number, the name of the campground the licensee name and address. It shall be the division maintenance supervisor's responsibility to make sure that these qualifications and criteria for campground signing are met.

7. Reflectorized, white on blue, separate camping signs will be added to the present service signs on interstate highways so that they may be taken down by the Highway Department Division Office for campgrounds operated on a seasonal basis. Two week's notice by the owner shall be given to local division office for season opening or closing.

8. On the interstate interchanges the Highway Department will provide signing at ramp terminals to indicate the direction and



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distance to the campground. Where there are several campgrounds located in the vicinity of the interchange, the distance may be eliminated from the sign to prevent confusion.

9. Camping signs off the interstate highway shall be with reflectorized white letters and border on a reflectorized brown background.

III. RECREATION AREA SIGNING BY THE HIGHWAY DEPARTMENT ON INTERSTATE HIGHWAYS.

1. The Highway Department will provide signing for recreation areas adjacent to interstate highway interchanges. The recreational area may be the major destination; therefore, may appear on the advanced guide and exit direction signs. However, where two principal destinations more important than the recreation area are served by the interchange and the recreation area is a destination for a significant volume of traffic, a supplemental sign may be installed.

2. All signing installed on interstate Highways must be in conformance with the A.A.S.H.O. Manual for "SIGNING INTERSTATE HIGHWAYS".

3. A recreational symbol may be used on recreational area guide signing for interstate highways, subject to Federal Highway Administration approval.

4. A service sign underneath the principal guide sign may be used. This service sign shall have white letters on a blue reflectorized background and will carry the recreational area



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activities, such as: camping, boating, fishing (or no boating, when applicable), picnicing (where camping is not listed), and ski area. A service sign mounted below a guide sign shall be restricted to not more than four services.

Guide signing for recreational areas on the interchange crossroad may be reflectorized brown legend with white letters and border.

IV. SIGNING FOR RECREATIONAL AND SCENIC AREAS TO BE PROVIDED BY THE HIGHWAY DEPARTMENT ON PRIMARY AND STATE MAINTAINED SECONDARY ROADS.

1. Where a public park or recreation area is a destination for a significant volume of traffic, special signs shall be erected at the intersection which provides access to such park or recreational area. Such signs may have a trapezoidal shape with reflectorized white letters and border on a brown background. A special recreational symbol may be used on the face of the sign. Such symbols as the Fish and Game Department's bear and the Forest Service's logo lettering may be used.
2. Where the larger recreational or scenic areas are considered major destinations it shall be the owning agencies responsibility to pay for all signing. The owning agency may design, fabricate and erect it's own signs according to existing "State Highway Department Policy"; or the design, fabrication and erection of signs may be accomplished by the "State Highway Department" at an agreed price with the owning agency. Any combination of



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design, fabrication or erection between the agencies is authorized. In any case the signing and placement must be approved by the "State Highway Department" prior to installation.

3. Activities signing such as camping, picnicking (when camping is not listed), boating (fishing where no boating applicable), and ski area may be placed below the main guide sign. These service signs may also have a white legend on a brown background.

4. There will be a cooperative effort between the Forest Service, Fish and Game Department, Bureau of Land Management, or other public agencies, and the Highway Department regarding primary and secondary signing for recreational areas.

5. Where there is a confusion of signs such as when several public agencies have facilities in a recreational area, the Highway Department shall act as an arbitrator and properly sign an area in advance of the intersection. The public agencies involved shall be expected to participate with the Highway Department in the cost of such signing.

V. SIGNING FOR HISTORICAL SITES AND AREAS.

1. When a historical monument or historical site sign is erected in rest areas, a supplemental sign underneath the advanced guide sign and exit direction signs for the rest area will be provided.

2. On primary and secondary highways, signing shall be provided for historical monuments and historical sites. Such signing shall be the trapezoidal shaped sign with white legend and border on a brown reflectorized background.



STATE HIGHWAY COMMISSION OF MONTANA
HELENA, MONTANA

CAMPING AND RECREATIONAL
SIGNING APPLICATION

TO BE FILLED IN BY HIGHWAY DEPARTMENT PERSONEL			
DISTRICT _____		F.A. ROUTE NO. _____	
DIVISION _____		MILEPOST NO. _____	
COUNTY _____		LICENSE NO. _____	
District Engineer _____		Date _____	
Maintenance Engineer _____		Date _____	

APPLICANT (Property Owner)

Name: _____ Phone _____

Address: _____

Business Name: _____

Address _____

Board of Health License No. _____

DISCRIPTION OF FACILITIES: (Check appropriate boxes)

OWNERSHIP

☐ Private

☐ Corporation

☐ Public

TYPE OF FACILITY

☐ Campground

☐ Trailer Park w/overnight facilities

☐ Recreation Area

ACCOMODATIONS

No. of camping spaces: _____

Sanitary facilities: ☐ Flush toilet ☐ Chemical ☐ Tank

☐ Other (Describe) _____

Water: ☐ Municipal ☐ Well ☐ Spring

☐ Other (Describe) _____



INSTRUCTIONS:

In sketch form show the Route Numbers, Intersection or Interchange and the location of the facility. Show the mileage from the entrance of the facility to the center of the nearest Intersection or Interchange. The sketch should be in map form.

A large rectangular box for sketching a map. In the top right corner of this box, there is a smaller rectangular inset box. Below the inset box, the text "Show North" is written.





